

To: Denise Merchant

From: Jiji Alex

Date: Nov 12, 2002

Subject: Contract # ED-99-DO-0002
 Task Order # 98-Electronic Records Management Operational Support
 Deliverable: Monthly Operational Support Status Report- Oct 2002

This memo documents the following completed operations for the Electronic Records Management Operational Support project for month of Oct 2002:

Description	Oct 31, 2002	Total to Date
Number of files received at ECMC facilities in Richmond, VA.	57	139
Number of pages scanned.	142,440	318,029
Number of scanned pages accessible securely via Internet.	142,440	318,029
Number of courier runs.	5	24

Monthly Operational Support Price:

Number of pages scanned for Oct 2002	Unit Price	Price for Oct 2002	Total to Date
142,440	\$0.2130	\$30,339.72	\$68,750.44
Number of courier runs for Oct 2002	Unit Price	Price for Oct 2002	Total to Date
5	\$175	\$875.00	\$4200.00

If there are any questions regarding this information, please contact me at 703-947-2145.

The Monthly Operational Support Status Report for Oct 2002 has been formally reviewed and all FSA deliverable comments (if any) have been satisfactorily incorporated. Please ACKNOWLEDGE ACCEPTANCE of the Report by signing in the space provided below.

 Signature
 Denise Merchant

 Date